



DODGE COUNTY PERSONNEL POLICIES AND PROCEDURES

Policy #	Approval Date: 5/17/2016
Policy Title Employee Compensation During Emergency/Disaster Events	Effective Date: 05/17/2016
	Revision Date(s):

Purpose:

To provide a defined procedure for paying employees in the event of closing County services and buildings during and after emergency/disaster events.

Policy:

Emergency/disaster events will be declared by the County Administrator in conjunction with the Emergency Management Department. Dodge County will continue an employee's compensation who are in active status on the date of the emergency/disaster event. Employees will be paid their current rate of pay for all regular scheduled hours for the remainder of the pay period in which an emergency/disaster event happens and will continue through the next full pay period after the emergency/disaster event.

After this period of time, the employee may choose to use their own paid time of vacation or compensatory time. If an employee chooses to not use their own paid time they may apply for unemployment benefits as determined by the Wisconsin Department of Workforce Development.

During emergency/disaster events, employees must be available to be called back to work at any time and may be assigned duties as needed which may be outside of their current job description.